667   Nonpublic General Note

Give information of permanent value and general interest that would be useful also to institutions outside of LC and to LC staff not working in the LC Database. A listing (not exhaustive) of types of notes is given below; with the exception of notes about old catalog headings, series-like phrase core records, and technical reports as well as the first part of the MESSAGE notes, the wording is recommended but not prescriptive. The separate 667 fields may be given in any order.

```
667  $a Not same as:  [name or title, LCCN]
667  $a Cannot identify with:  [name or title, LCCN]
667  $a Reinvestigate before using again
667  $a Formerly on undifferentiated name record: [LCCN of
     undifferentiated name record]
667  $a Coded "provisional" because [reason for coding]
```

NARs and subject usage

(1) Notes indicating subject cataloging usage when an authority record heading is not appropriate for use as a subject entry

(a) *Heads of state, etc.*

Add a 667 note to name authority records indicating subject cataloging usage for corporate headings representing the office held for Heads of state, etc., (AACR2 rule 24.20B1), Heads of governmental and of international intergovernmental bodies (AACR2 rule 24.20C), Religious officials (AACR2 rule 24.27B1), and Popes (AACR2 rule 24.27B2) when the name of the incumbent is included as part of the heading. Also assign value "n" in 008/11 and value "b" in 008/15.

```
667  $a SUBJECT USAGE: This heading is not valid for use as
     a subject. Works about this person are entered under
     [personal name heading].
```

Example:

```
110 1# $a United States. $b President (1953-1961 :
     Eisenhower)
008/11 = n
008/15 = b
667    $a SUBJECT USAGE: This heading is not valid for use
     as a subject. Works about this person are entered
     under Eisenhower, Dwight D. (Dwight David), 1890-
     1969.
```

See also DCM Z1 008/11 and DCM Z1 008/15.

Follow these guidelines for newly-created authority records. Revise existing records when making any other change to the records.

(b) *Earlier/Later Linear Jurisdictional Name Changes*

It is LC subject cataloging policy to assign only the latest name of a political jurisdiction that has had one or more earlier names as a subject heading or as a geographic subdivision, as long as the territorial identity remains essentially unchanged (cf. SCM H 708). Upon creating an earlier/later heading for a geographic name, catalogers must notify CPSO to add a 667 subject usage note to the earlier name and adjust the appropriate 008 fields.

Example:

```
151  $a Ceylon
667  $a SUBJECT USAGE: This heading is not valid for use
        as a subject. Works about this place are entered
        under Sri Lanka.
```

A web form to facilitate PCC catalogers' notifications to CPSO is available at: http://www.loc.gov/catdir/pcc/naco/nar667form.html   LC catalogers should continue to follow the guidelines provided in SCM H 708.

(2)   Notes indicating that a geographic name heading is not appropriate for use as a geographic subdivision

PCC optional practice:

Add a 667 note to name authority records for geographic headings that are not appropriate for use as geographic subdivisions in subject cataloging usage (Per SCM H 835) when the name represents an entity within a city and is qualified by the city name. Such notes will most frequently be needed for names of city sections, districts, neighborhoods, etc. Make no changes to values in bytes of the 008.

```
667  $a SUBJECT USAGE: This heading is not valid for use as
        a geographic subdivision.
```

Example:

```
151  $a Hollywood (Los Angeles, Calif.)
667  $a SUBJECT USAGE: This heading is not valid for use
        as a geographic subdivision.
```

Follow these guidelines for newly-created authority records. Add the note to an existing record when making any other change to the record.

See DCM Z1 781 for guidelines on adding 781 fields to name authority records for geographic headings that may also be used as geographic subdivisions.

MESSAGE notes (LC practice)

Use notes in the 667 field to indicate that an authority record is not yet finished or that it needs further investigation. Use the notes only when the work cannot be completed promptly.

If a new authority record cannot be completed immediately, adjust the code in LDR/17 from "n" to "o" and add a 667 note: "MESSAGE: Early notice." When the record has been completed, change the code back to "n" and delete the 667 MESSAGE note.

If an existing authority record needs investigation that cannot be completed immediately, adjust the code in 008/31 from "a" to "b" and add a 667 note: "MESSAGE: Being updated. [code and date]" (Additional information explaining the problem may be added, if considered useful.) When the record has been revised as necessary, change the value back to "a" and delete the 667 MESSAGE note.

```
667    $a MESSAGE  Being updated. [code and date]
667    $a MESSAGE  Being updated; 050 to be added. [code and
           date]
667    $a MESSAGE  Being updated; treatment being changed to
           collected, not analyzed after Feb. 2, 1992. [code and
           date]
```


NARs
```
667  $a Change heading if name _____
         continues to be used
667  $a For works issued before/after [date]
             (to be used for official language changes)
```

SARs

(1) Notes re title proper:

There may be a clear pattern of fluctuation between two or more forms of title proper of a numbered series (based on information in the database or from items in hand).   There may be a change in the form of the title proper that isn't considered a title change (AACR 2 21.2A/LCRI 21.2A). You can use a 667 field in lieu of a 670 field to indicate the different title proper that is not generating its own SAR. Give that form of the title proper in a 4XX field.

```
667  $a Some issues have title: [title proper]
667  $a Vol. 8 has title: [title proper]
             [for fluctuating titles]

667  $a Vols. 9-   have title: [title proper]
```

[for change not generating separate record]

        If the subtitle could be interpreted as the title proper of the series or as a subseries, note the subtitle in a 667 field and give it as a 4XX reference.

               667 $a Subtitle: [title of subtitle]

        Do not use the 667 field to indicate variant titles of the series title proper found on the same item (e.g., form of series title on cover is different from form of series on series title page); note the variant titles in 670 field(s) and give them as 4XX references.

        (2) Notes re relationship to other series/records:

        If a series authority record represents a publication that is a successive entry that has occurred after a series was last handled under pre-AACR 2 rules but for which no SAR yet exists, give the information only in a 667 field rather than in 675/5XX fields. Label it, in square

brackets, as an unevaluated catalog entry form. When the pre-AACR 2 catalog entry form is being evaluated in terms of AACR 2 choice and form of entry, delete this 667 and replace it with appropriate 675/5XX fields on both SARs.

```
             667   $a Continues: [pre-AACR 2 catalog entry form]
                      [unevaluated catalog entry form]
             667   $a Continued by: [pre-AACR 2 catalog entry form]
                      [unevaluated catalog entry form]
```

        If the earlier publication was not analyzable, give the information only in a 667 field rather than in 675/5XX fields.

```
             667   $a Continues the not-analyzable serial:  Directory of
                      computer assisted research in musicology.
```

        When the optional linking reference cannot be given between the AACR 2 form and the pre-AACR 2 form due to NACO normalization, if desired give the pre-AACR 2 information in a 667 field. Use one of the notes given below. (See "NACO normalization" section in Introduction yellow pages.)

```
             667   $a Old catalog heading: _____
                      [Use if the reference would normalize to the
                      same form as the heading or another reference on
                      the same record or to the same form as a heading
                      on another record.]
```

```
667  $a Includes old catalog headings:  Great Britain.
        Foreign Office. Treaty series; and, Great Britain.
        Foreign and Commonwealth Office. Treaty series"
            [Use if two or more pre-AACR 2 headings will be
            treated as  one heading under AACR 2.]

667  $a Previous to AACR 2 covered by the heading:
     _____
            [Use if one pre-AACR 2 heading will be split
            under AACR 2.]
```

(3) Notes re publisher/issuing body:

When there are more than two changes of publisher or when there have been more than two different consecutive bodies both issuing and publishing the publication, use only one 643 field and give an explanation in a 667 field. The explanation should be as specific as is appropriate for the situation.

```
667  $a Imprint varies
667  $a Publisher varies
667  $a Published by various offices of the Division of
        Education
667  $a Issued by various agencies of the West German
        government, e.g., Presse- und Informationsamt,
        Bundesministerium der Justiz, Bundesministerium für
        Forschung und Technologie
```

(4) Notes re type of publication:

If the series is a document series, give a 667 note.

```
667   $a Document
```

LC practice: If the series is a technical report, give a 667 note and include the location of issues in LC.

```
667  $a Technical report.  Generally, issues of this series
        are uncataloged in LC; they are in the Science,
        Technology, and Business Division [or: in the Asian
        Division].  If volumes have been cataloged, the
        bibliographic records can be found by searching for
        the series heading above.
```

If the publication has changed its identity (e.g., from a monographic series to a periodical), give a 667 note that indicates what happened which will explain why a full set of analytic records is not available.

```
667  $a Telephone call to publisher, 11-2-88:  Change in
        pattern of publication; v. 1-17 monographic works,
        v. 18- collections of articles
```

```
667   $a Publication was periodical for v. 1-3; monographic
         series beginning with v. 4
```

LC practice: If LC has changed its decision about a title being a series, summarize the earlier treatment.

```
667   $a Vols. 1-25 considered a series (classified as a
         collection, not analyzed [call no.])
667   $a Considered a series (classified separately, traced)
         previous to AACR 2
              [on a series-like phrase SAR]
667   $a Considered a phrase previous to AACR 2
              [on a series SAR]
```

(5) Notes re handling of series-like phrase:

```
667   $a Do not give as a quoted note
667   $a Give as a quoted note
667   $a Give as a quoted note if [name of publisher] is not
         recorded in the publication, distribution, etc. area
         of the bibliographic record
              [for phrase that combines name of publisher and
              a generic term]
667   $a Is an imprint, not a series.  Record in publication,
         distribution, etc. area of the bibliographic
         record
              [for imprint that could be construed to be
              title, e.g., Metropolitan Books]
667   $a Give as a quoted note, including the number, e.g.,
         AAI no. 85-41
667   $a Give as other title information in the title and
         statement of responsibility area of the
         bibliographic record
```

(6)   Notes re undifferentiated phrase record

When converting a series-like phrase for a single phrase to an undifferentiated phrase record to cover the same phrase used by more than one publisher, give a 667 note using the wording given below. (See the Introduction yellow pages for more information about these records.)

```
667   $a Undifferentiated phrase record:  Covers all
         instances when this character string used by any
         publisher is considered to be a series-like phrase;
         if character string is to be a series, separate
         SAR has been made.
```

Give a second 667 note: "Give as a quoted note." If a different handling is desired for one instance of the phrase, either (a) make a separate phrase SAR and add a qualifier to its heading, or (b) add another 667 note in the undifferentiated phrase SAR: "For resources published by [_____], give the phrase as [_____]."

(7) *LC practice:* Notes re change in selection decision:

```
667   $a Not acquired in LC after 8-22-88. Volumes cataloged
         before 8-23-88 were classified separately, analyzed
         in full, traced
667   $a Not cataloged in LC after 9-30-90; LC keeps current
         issues only
667   $a Not acquired in LC after 3-10-92. Volumes in the
         collection have been discarded
667   $a Not acquired in LC after 5-28-84. Volumes cataloged
         before 5-29-84 were classified as a collection
         ([call no.]), analyzed in part, traced
```

(8) Miscellaneous notes for whatever information needs to be conveyed:

```
667   $a Previous to AACR 2 subsumed under made-up set for UN
         documents
             [See 64X yellow pages for more information about
             UN documents]

667   $a First printing of vol. 8 of the Princeton
         theological monograph series erroneously carried the
         series statement:  Pittsburgh theological
         monographs

667   $a Phone call to Borgo Press 1-20-84:  Starmont Press
         series; Borgo reprints all titles generally 6 months
         to a year later in cloth

667   $a Lacked analyzable titles until v. 9

667   $a Indexed in:  Social sciences index
             [for series not being analyzed]

667   $a Establish separate records for English and Spanish
         titles if Spanish edition of v. 3 is received
```